

**ACCESS FCCLA CONFERENCES
HOUSING FORM
TAN-TAR-A RESORT- OSAGE BEACH, MISSOURI**

Type or print clearly. Duplicate form if additional room reservations are needed. Please provide one adult chaperone for every four students. Payment to the Tan-Tar-A Resort is due upon arrival, unless other arrangements have been made. Purchase orders will be accepted to direct bill lodging costs back to the school district. Please submit the purchase order form with this housing form – purchase orders must be received four weeks prior to your arrival date. Don't forget to include the sales tax exemption form.

GROUP BLOCK: MISSOURI ASSOCIATION FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

PERSON RESPONSIBLE FOR REGISTERING CONFERENCE PARTICIPANTS:

Name _____

Address _____

City _____ State _____ Zip _____

_____ Sharing housing with another school?

Name of school _____

School Phone _____

Advisor _____

Room cost: \$71.00 per room (S,D,T,Q) plus 8.225% tax. Provided the hotel receives a copy of your Missouri tax exemption certificate, your group will be subject only to the 3% county lodging tax on room accommodations, provided your bill is paid with a check or credit card in the tax exempt organization name.
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METHOD OF HOUSING PAYMENT TO BE MADE UPON DEPARTURE:

☐ Check ☐ Mastercard ☐ VISA ☐ American Express ☐ Purchase Order (enclosed)

Card number _____

Expiration Date _____

Signature _____

Projected Arrival Time: _____ a.m./p.m.

☐ Check if you will need special services for a delegate due to a disability. Description of services required:

(over)

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[illegible]**RETURN THIS FORM POSTMARKED BY SEPTEMBER 23, 2005 TO:**

Tan-Tar-A Resort
Attention Reservations
PO Box 188 TT
Osage Beach, MO 65065
573/348-3131
FAX: 573/348-8629
www.tan-tar-a.com

CANCELLATION POLICY:

Individual room cancellations must be received no later than 72 hours prior to the arrival date, or be subject to penalty of one night's room and tax.